

DEPARTMENTS OF THE ARMY AND THE AIR FORCE
NATIONAL GUARD BUREAU
1411 Jefferson Davis Highway
Arlington, VA 22202-3231

NGB-ARZ-T

9 February 2004

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Title 10 AGR Tour Announcement # 04-14

1. Reference memorandum, NGB-ARZ-T, dated 21 January 2004, Title 10 Active Guard Reserve (AGR) Application Requirements and Procedures.
2. The Army National Guard is seeking applications from highly qualified Commissioned Officers to serve in the Title 10 AGR program as Program/Budget Analysts (Functional Area 49) for ARNG Programs. Positions are primarily located in the Military District of Washington DC.
3. Officers selected will serve under the authority of Title 10 USC, Section 12301(d).
4. Brief description of duties: Serves as Program/Budget Analyst for ARNG programs. Responsible for programming and analysis of budgeting and execution of ARNG resources. Maintains appropriate spreadsheets and other automated tools required to evaluate and validate ARNG programs. Manages financial databases. Balances resources across all resource dimensions. Serves as the ARNG point of contact to assigned Program Evaluation Group (PEG). Coordinates with HQDA and Army Staff, and divisions within the Army Directorate, NGB to ensure proper stewardship is applied to National Guard resources. Prepares staff studies, analyses, information papers, point papers, and briefings using a number of statistical methods and modeling techniques. Presents recommendations to Army and ARNG leadership. May also serve as Plans analyst working with Reserve Forces Planning Committees and reviewing Army planning documents. Responsible for ensuring that ARNG interests and issue positions are included in all documents and committee activities.
5. Prerequisites:
 - a. Grade CPT (O3) or not more than MAJ (O4).
 - b. Civilian Education: Baccalaureate Degree.

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c. Military Education: Captains must have completed the Officer Advanced Course. Majors must have completed CAS3, however, for majors with three-plus years time in grade completion of a minimum of 50% CGSC is required.

d. Verification of a valid, minimum SECRET security clearance is required; in some instances a TOP SECRET clearance may be required.

e. For AG, Finance, and specialty branch officers: former staff assignments and supervisory experience is required; command experience is preferred. For all other branches, both staff and command time is required.

6. Applications received with postage funded by the US Government for "personal" mail will be destroyed. Applications received with (TAG, MILPO, etc.) endorsements are authorized US Government funded postage. Use of US Government funded overnight or express mail is not authorized.

7. Application packets received that are not complete or correct IAW application requirements and procedures defined in referenced memorandum (paragraph 1) *will be returned without action*.

8. This announcement will remain open throughout FY04.

9. Point of contact is the Staff Management Office, NGB-ARZ-T, SFC Nathaniel Ross, at DSN 327-1345, 703-607-1345 or E-mail: Nathaniel.Ross@ngb.army.mil.

/s/

GARY S. OWENS

COL, NGB

Chief, ARNG Staff Management
Office

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Chief of Staff

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